

**SECRET**

DD/S 71-2293

9 JUN 1971

*Personnel*

MEMORANDUM FOR: Chief, Administrative Staff/O/Commo

SUBJECT : Support Officer - [REDACTED] 25X1

25X1 REFERENCE : [REDACTED]

1. The contents of reference has been discussed with members of the Staff Operations Panel who fully understand the interest Mr. Bush has in maintaining a Finance Officer in the field. They also realize the staffing requirements for the Support Career Service and need to develop Support generalist when and wherever possible. As you know, a qualified candidate with general Support background has been approved by Mr. Coffey for the position in question (GS-II Admin Officer, [REDACTED])

25X1

2. The general contents of Mr. Bush's dispatch was discussed at a recent noon meeting, and I reported that the [REDACTED] had further indicated in a note to you that "Skill part of the position will definitely be finance but major manhour consumer will be in Admin/Personnel." I further indicated that a three-week training course in Class B Accounting was on schedule for this officer. Mr. [REDACTED], the senior [REDACTED] Admin Officer, as you will recall, has a strong Budget/Finance background and should there be any problems I'm sure he will be able to assist his assistant in handling them. Furthermore, with all Commo personnel [REDACTED] a good portion of Finance activities will be handled by the [REDACTED]

25X1

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4. Even though the Support Career Service was not the Action Office on reference, I did want to express the position of the Support Career Service on the selection of a Support Officer for the Admin position in question by Mr. Bush.

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Career Management Officer  
Deputy Director for Support

25X1

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